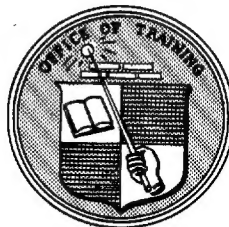


OFFICE OF TRAINING BULLETIN



SPECIAL BULLETIN
Number 8-62

2 February 1962

TO : Training Officers of
DDP, DDI and DDS

MANAGEMENT COURSE #72 (for GS-14's and Above)

STATINTL

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OTR has determined that facilities at the [REDACTED] can be made available for a Management Course (#72) during the period 26 February - 3 March 1962. This course will be similar to Management #70 (announced in OTR Special Bulletin No. 50-61, 14 December 1961) except that students will be expected to arrive at the [REDACTED] on Sunday afternoon (25 February) rather than on Monday morning. The course will be conducted by the OTR Management Training Faculty.

As a resident course, Management #72 will permit more intensive concentration upon various management concepts in a setting away from office pressures; afford greater opportunity for increased participation, reading and reflection and will facilitate informal after-hours exchange of views among students and faculty on individual management problems. Course content will include individual motivation, communications, leadership, and individual and group behavior as related to management. Instructional methods will include lectures, cases, films and role-playing.

Living facilities will accommodate a maximum of 15 persons; ideally, five from each Directorate. Training Officers are urged to send applications on Form 73 to the Registrar/TR as soon as possible but no later than Wednesday, 14 February, to allow sufficient time to complete administrative arrangements. For further information call Chief, Admissions and Information Branch, extension 4625.

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